

Jericho Town Library  
Board of Trustees Meeting  
December 10, 2024

Present: Brandon Ackel, Barb Adams, Tom Dowd, Lindsey Halman, Linda Porter, Jeff York, Sue Macmillan, and Catherine Bass- Library Director

The meeting was called to order at 5:35 pm.

**Secretary's Report:** The report from Last month ( Nov. 12, 2024) was accepted.

**Treasurer's Report:** Jeff reviewed the various library accounts with members. The library is in good financial shape and his report was accepted.

**Highlights from the Director's Report:**

**1) Circulation:** Total Circulation for last month was 1,347.

**2) New Additions:** 107 new items were added to the collection. Catherine was especially enthusiastic about adding Yoto cards, an inexpensive audiobook option for kids. Also, the defibrillator for the building has been ordered.

**3) November Projects:** Catherine reported that she has reorganized and labeled nonfiction, labeled juvenile nonfiction, and weeded nonfiction. She has also been working on updating the library website to include more information about the makerspace and the library-of-things.

**4). November Updates:** The annual appeal has been mailed out to Jericho residents.

Catherine reported that the annual report to the town has been submitted as has the annual report for the summer reading program. Finally, she is in the process of working on the annual report for VTLib.

**5). Programs: Numbers:** There were 27 programs with an overall attendance of 311. The Board commended Catherine on the robust programs she has developed.

**Weekly Programs:** Restorative and Gentle Yoga, 2 Storytimes, 2 Playgroups, and Homeschool Robotics/Coding.

**Monthly Programs:** Crafternoon, Slime Club, Fiber Arts, Speculative Fiction Book Club, and Adult Spanish Conversation

**Upcoming Programs:** Comic Capers series, “The Artists’ Way” workshop, Wool felting, and Spanish storytime

**Building Needs:**

**1) Plowing:** Jeff will talk to the Town Office about keeping the parking spaces plowed out so that we don’t lose spaces this winter.

**2) Bathroom Door:** Tom has installed a new latch to the door.

**3) Front Door:** Tom purchased a new handle for the front door and Board members approved of the style. He will install it soon.

**4) Mice:** This problem appears to be under control at this time. Catherine will call the Pest service to inquire whether they will come out periodically to check.

**5) Salt:** Catherine will ask the Town to deliver more salt for the walkway.

**6). Additional Outside Lighting:** Barb suggested that we look into outside lighting to highlight the front of our historic building and Board members agreed that this is a fine idea. Jeff volunteered to look into solar options.

**Board Conversations:**

- 1) Library of Things:** There was a short discussion about what items might be added to the collection and how to better highlight the items we currently have.
- 2) Jericho Town Meeting, Jan. 23rd:** The library will not hold a bake/food sale at this function.
- 3) Next Steps for the Building:** Lindsey has reached out to Andrea Murray of "Vt Integrated Architects" and is waiting to set up a meeting. Additionally, Lindsey will set up a meeting with the Town Administrator to discuss the building structural report and have a conversation about what our next steps might look like, as well as current safety concerns. There also needs to be discussion about the procedure to tap into ARPA funds set aside for the library.
- 4) Clarify Lines of Communication:** Catherine would like some clarification about regular communication with the Town Administrator.

**Executive Session**

There being no further business, the meeting was adjourned at 6:40 pm.

Respectfully Submitted,

Susan Macmillan/ JTL Secretary

**NEXT MEETING: JANUARY 14<sup>th</sup> at 5:30 PM IN THE LIBRARY**